

**CITY OF SWARTZ CREEK**  
**Park and Recreation Advisory Board**  
**Wednesday, January 8, 2020**  
**Paul D. Bueche Municipal Building – 5:30 P.M.**  
**Agenda**

1. CALL TO ORDER:
2. ROLL CALL: James Barclay, Connie Eskew, Jentery Farmer, Samantha Fountain, Rae Lynn Hicks, Rick Henry, Trudy Plumb.
3. APPROVAL OF AGENDA:
4. APPROVAL OF MINUTES :
5. MEETING OPEN TO PUBLIC:
6. COMMUNICATIONS TO BOARD:
  - A. November 6, 2019 Minutes
  - B. Staff Letter
  - C.
7. REPORTS:
  - A. DPW Director (Vacant)
  - B. City Manager
  - C.
8. BUSINESS:
  - A. Selection of Officers (Chair, Vice-Chair, Secretary)
  - B. Disc Golf
  - C. Tot Lot Dedication Ceremony
  - D. Slip and Slide Date (beneficiary)
  - E.
9. MEETING OPEN TO PUBLIC:
10. BOARD MEMBER COMMENTS:
11. ADJOURNMENT:

CITY OF SWARTZ CREEK  
SWARTZ CREEK, MICHIGAN  
PARK AND RECREATION ADVISORY BOARD  
MINUTES OF REGULAR MEETING  
November 6, 2019

Meeting called to order at 5:31 p.m. by Chairperson Hicks at Elms Road Parka.

Members Present: Larry Cummings, James Barclay, Rae Lynn Hicks, Connie Olger, Samantha Fountain & Trudy Plumb.

Members Absent: Jentery Farmer, Rick Henry, Joe Perrault.

Staff Present: Adam Zettel.

Others Present: Lania Rocha, Bob Plumb, Nate Henry, Carrie Warring.

APPROVAL OF AGENDA: Motion by Plumb to approve amended agenda of November 6, 2019, support by Cummings.  
Motion carried by voice consent.

APPROVAL OF MINUTES: Motion by Cummings to approve minutes of October 2, 2019, support by Fountain. Motion  
carried by voice consent.

MEETING OPEN TO THE PUBLIC: None.

COMMUNICATIONS TO THE BOARD:

- A. October 2, 2019 Minutes
- B. Staff Letter

REPORTS:

- A. DPW REPORT: Resident requested second entrance at Dog Park. Would like entrance on the small dog section.

BUSINESS:

- A. Disc Golf: Barclay hasn't been updated on the property staking, waiting for that to set up meeting.
- B. Dog Park: Cummings commented the grass looks good and the trees are all around it. Barclay commented he has seen a couple people using it.
- C. Christmas Contest: Judges selected are Olger, Plumb, Farmer & Fountain. Winners need to be to Rae Lynn by December 13<sup>th</sup>.
- D. Trunk or Treat: Plumb suggested a canopy be available for next year.
- E. Christmas Parade: Carrie Warring (Fire Dept.) suggested the parade be paused at Holland Square for the tree lighting. There will be a tree lighting contest to pick an elementary child to help with the lighting of the tree. Lots of ideas on setting up activities in Holland Square prior to the parade, nothing finalized yet.

MEETING OPEN TO THE PUBLIC: None.

BOARD MEMBER COMMENTS: Barclay would like to discuss at next meeting adding Mr. Lengyel's name on the tot lot.

ADJOURNMENT: Meeting adjourned at 6:30 p.m.

NEXT MEETING: December 4, 2019, 5:30 p.m.





# Adam Zettel, AICP

City Manager

[azettel@cityofswartzcreek.org](mailto:azettel@cityofswartzcreek.org)

Date: December 23, 2019

**To: Park Commissioners**  
**From: Adam Zettel, AICP**  
**RE: January 8, 2020 Park Board Meeting**

Hello everyone,

**We will be meeting at 5:30 p.m. on Wednesday, January 8, 2020, at the city offices.** We are entering a new year, and it will be full of change and progress!

This will be our first meeting without a Director of Community and Public Services. Though the city should have one with us by mid-January, as of writing, there is not a formal start date to announce. I do not expect us to slow us down in 2020, but there will certainly be an adjustment period.

We are also entering 2020 short a couple of park board members. Mr. Cummings and Mr. Perrault will not be continuing as active members into 2020 and beyond. Replacement candidates are being sought. Please give Mr. Krueger any ideas you have. For the time being, there is not a numerical requirement for membership. So, we can continue with seven members and function just fine until we come across more.

We also have some bad news concerning the Trust Fund grant for the trail project. We did not get an award for 2020. This is shocking and disappointing. I have been speaking to the Genesee County Metropolitan Planning Commission representative, our engineering consultant, and area community foundation staff. I have not yet heard from our grant administrator, but I have reached out for an explanation.

After speaking with Jacob Maurer (GCMPC) to discuss the impact of the Trust Fund grant rejection, we are considering the options for getting this section built which included the following:

1. Continue with 2020 bid and hope for favorable pricing that will enable a local match
2. Seek an agreeable plan of action with MDOT to proceed with a 2021 construction that will enable one more fiscal year of savings and/or another shot at a Trust Fund award

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Park Board

3. Seek legislative support for an award that supersedes the recommendation of the TF committee
4. Seek alternate funding sources

Based upon our discussion, we are looking to immediately proceed with seeking other, private funding options. I have reached out to Sandra Murphy (and her replacement) already with the Community Foundation of Greater Flint. We will also look to debrief with Lyndsay Ross (Trust Fund) regarding the awards. We should be able to learn if a future award has potential or if other pressure may help our cause. Based upon the disposition of the committee for 2020 and 2021, we will formulate a plan of action for the TAP, be it for a 2020 commitment or 2021 delay.

In the meantime, engineering is being completed. This will ensure that we will still have time to bid if we choose to. Bidding early in the year (during the winter months) generally results in better pricing. Work with Consumers Energy and CN Rail is positive for those project components that require their engagement. We are still working with the MTA and GM on some easements and permissions.

Concerning the rest of our January meeting agenda, we will start by selecting officers. Currently, Mrs. Hicks serves as the chair, Mr. Barclay as the vice-chair, and Mrs. Olger as the secretary.

The park board will also be looking at a process for the official naming of the tot lot in Elms Park, setting goals for 2020, discussing the Slip 'n' Slide date and funds allocation, and continuing with plans for the disc golf course.

Contact me with additional future agenda items, questions, or comments.

Sincerely,



Adam H. Zettel, AICP  
City Manager  
City of Swartz Creek  
[azettel@cityofswartzcreek.org](mailto:azettel@cityofswartzcreek.org)